Policy Subcommittee Meeting

Wednesday, February 25, 2026 7:00 PM
Meeting Access: Policy Subcommittee (2/25/26 at 7:00 p.m.) Web: https://zoom.us/j/97339257721 Dial In: (929) 205-6099 Meeting ID: 973 3925 7721, 3 Brush Hill Road, New Fairfield, CT 06812

I. **CALL TO ORDER**

II. **APPROVAL OF MINUTES**

II.A. January 28, 2026 - Regular

III. **INFORMATION/ACTION ITEMS**

III.A. Policy 5131.81 – Electronic Devices

III.A.1. Cell Phone Update

III.A.2. Bring Your Own Device (BYOD) Update

IV. **OTHER**

V. **ADJOURNMENT**

BOARD OF EDUCATION, NEW FAIRFIELD, CT
Policy Subcommittee Meeting

Name of Subcommittee: Policy | Meeting type: Regular
Date of Meeting: 1/28/26 | Place of Meeting: Zoom
Members present: Amy Johnson *(~7:10 p.m.)*, Kimberly LaTourette, Samantha Mannion
Members absent: Kathy Baker
Other attendees: Ken Craw, Kris Woleck, Carrie DePuy, Paul Gouveia, Ed Sbordone, Dom Cipollone *(~7:10 p.m.)*
Minutes submitted by: Kim LaTourette
Meeting Access: Policy Subcommittee (1/28/26 at 7:00 p.m.)
Web: https://zoom.us/j/98745770267 Dial In: (929) 205-6099 Meeting ID: 987 4577 0267

The meeting was called to order at 7:01 p.m.

II. APPROVAL OF MINUTES

A. December 10, 2025 - Regular

Motion: To approve the minutes of December 10, 2025, as presented
Made by: Kim LaTourette | Seconded by: Samantha Mannion
Recording of Vote: All in favor

III. INFORMATION/ACTION ITEMS

A. Residency Update

Paul Gouveia attended this meeting to provide us with an update on this topic. He praised our registrar for all of her work, in conjunction with the town (tax department), to investigate and look into several different cases. Many tips from staff, bus drivers, members of our community do come in as something to look into. We are up to 14 attempted enrollments this year that we did not process. This is easier than having to disenroll students that are already here. There are a variety of ways that we get information to confirm residency. Samantha asked about the amount of savings the district has had due to being able to put this policy in place and ensure that the students that are enrolled are residents of NF. We are up to 62 students across 12 grades since 2023. We do not currently have any students in the appeal process - the last one withdrew. The district is also letting families know that if the district finds that the student does not reside in town, they will be responsible for BOE funds, as well as reminding them of the criminal offense. This has resulted in many of the forms not coming back. We have also had several landlords refuse to sign forms that state they are legal landlords with a legal lease/rental.

B. Policy 3542.43 – Charging Policy

Carrie DePuy provided an overview of the most recent guidance and updated policy. This new policy reflects the new state policy in regard to meals that have not been paid for. We are up to a $24,000 balance right now and the district will have to absorb that if families do not take care of their balance. We used to be able to pay for it through the food service fund and we are no longer able to do that. There are guidelines on how to communicate with families. An automated email will go out to families once a meal is received and not paid for. Then there are weekly emails by food services and then an administrator. We will email and call aggressively. If families get to 30 meals, resources from town are also provided to families - social worker, food pantry. Within the state guidelines, we cannot withhold them from any activities or put in place any consequences. Carrie will change the name to reflect that this policy is in regard to meals.

Motion: To bring this policy to the full board with a suspension of the rules
Made by: Samantha Mannion | Seconded by: Amy Johnson
Recording of Vote: All in favor

C. Policy 6161.12 – Library Collection Development and Maintenance, and Library Displays and Programs, and Library Material Review and Reconsideration Policy

Dr. Craw and Dr. Woleck incorporated the feedback received at the last meeting into this policy so that anyone with an invested interest can recommend additions to the library material. This was done in collaboration with all three library media specialists, and they were appreciative of the board's support.

Motion: To bring this policy to the full board
Made by: Samantha Mannion Seconded by: Kim LaTourette
Recording of Vote: All in favor

IV. OTHER

Motion: To nominate Samantha Mannion as Chair of the Policy Subcommittee
Made by: Amy Johnson Seconded by: Kim LaTourette
Recording of Vote: All in favor
Samantha Mannion accepted.

We will receive a cell phone policy update next month.

V. ADJOURNMENT

Motion to adjourn: Made by: Amy Johnson **Seconded by:** Samantha Mannion
Recording of vote: All in favor **Meeting adjourned at:** 7:37 p.m.

Students

Electronic Devices

Use of Privately Owned Technology Devices by Students

Students may possess privately owned technological devices on school property and/or during school sponsored activities, in accordance with the mandates of this policy and any applicable school practices as articulated in the attachments to this policy, in the NFPS Code of Responsibility and Respect and in each school's respective student handbook. The New Fairfield Board of Education ("Board") considers allowing students to bring to school such devices to be a privilege and not a right. The Board reserves the right to revoke this privilege if a student fails to adhere to the following guidelines and/or the Board's acceptable use and student discipline policies.

Students at New Fairfield Elementary School who choose to bring a privately owned technological device to school must keep the device in their locker.

Parents and/or guardians must read and sign the attached agreement form within the first week of school.

Definitions

Board Technology Resources

For the purposes of this policy, "Board Technology Resources" refers to the Board's computers and instructional technologies; communications and data management systems; informational technologies and the Internet; and any other technology resources used by the school district and accessible by students.

Privately Owned Technological Devices

For the purposes of this policy, "Privately Owned Technological Devices" refers to privately owned wireless and/or portable electronic hand-held equipment that can be used for word processing, wireless Internet access, image capture and recording, sound recording, information transmitting and/or receiving, storing, etc. These devices may include, but are not limited to, eReaders, personal laptops, smartphones, smart watches, network access devices, and tablets.

Use of Privately Owned Technological Devices

Privately owned technological devices may not be used during instructional time, except as specifically permitted by instructional staff. Students at all schools will be permitted to use privately owned technological devices on field trips at the discretion of the teacher.

Students

Electronic Devices

Use of Privately Owned Technological Devices (continued)

Use of any such device for an improper purpose is prohibited. Improper purposes include, but are not limited to:

- Sending any form of harassing, threatening, or intimidating message, at any time, to any person (such communications may also be a crime);
- Gaining or seeking to gain unauthorized access to Board technology resources;
- Damaging Board technology resources;
- Accessing or attempting to access any material that is obscene or contains pornography;
- Cyberbullying;
- Taking pictures without the specific permission of the subject of the picture;
- Using a privately owned technological device to violate any school rules, including the unauthorized recording (photographic or audio) of another individual without the express permission of the individual or a school staff member;
- Using such privately owned device for the unauthorized use of generative artificial intelligence; or
- Taking any action prohibited by any Federal or State law.

Search of Privately Owned Technological Devices

A student's privately owned technological device may be searched if there are reasonable grounds for suspecting that the search will turn up evidence that the student has violated or is violating either the law or the rules of the school. Any such search shall be reasonably related to the objectives of the search and not excessively intrusive in light of the age and sex of the student and the nature of the infraction.

Responsibility for Privately Owned Technological Devices

Students are responsible for the safety and use of their privately owned technological devices. If a privately owned technological device is stolen, lost, or damaged, a report should be made to the building principal, who will investigate the loss in a manner consistent with procedures for stolen or damaged personal property. Students and parents should be aware that the Board is not liable for any privately owned technological device that is stolen, lost, or damaged while at school. Furthermore, the Board shall not be liable for any data plan charges or any other costs associated with the use of private technological devices. For that reason, students are advised not to share or loan their privately owned technological devices with other students.

Students shall take full responsibility for their device and shall keep it safely stored when not in use. Classroom teachers will determine the best storage location for such devices. Students are required to take home their privately owned technological devices at the end of each school day.

Students

Electronic Devices (continued)

Disciplinary Action

Misuse of the Board's technology resources and/or the use of privately owned technological devices to access or utilize the Board's technology resources in an inappropriate manner or in a manner inconsistent with this policy will not be tolerated and will result in disciplinary action. This disciplinary action may result in loss of access privileges, a prohibition on the use and/or possession of privately owned technological devices on school property, and/or suspension or expulsion in accordance with the Board's policies related to student discipline.

Access to Board Technology Resources

It is the policy of the New Fairfield Board of Education to permit students, using their privately owned technology devices, to access the Board's computers and instructional technologies; communications and data management systems; informational technologies and the Internet; and any other technology resources used by the school district and accessible by students. Additionally, it is the expectation of the Board of Education that students who access these resources while using privately owned technology devices will act at all times appropriately in ways which are fully in accord with applicable policies concerning technology use as well as all local, state, and federal laws.

Through the publication and dissemination of this policy statement and others related to use of the Board's computer systems, as well as other instructional means, the Board educates students about the Board's expectations for technology users.

The Board technology resources shall only be used to access educational information and to promote learning activities both at home and at school. The Board considers access to its technology resources to be a privilege and not a right. Students are expected to act at all times appropriately in ways which are fully in accord with applicable policies concerning technology use as well as all local, state, and federal laws when using the Board technology resources. Failure to do so will result in the consequences outlined herein and in other applicable policies (including, but not limited to, the Safe School Climate Plan, the Student Discipline Policy and the Use of Computers Policy).

Students must abide by the procedures outlined in this policy and all policies and applicable regulations outlined in the Board's computer use and other applicable policies. Students will be given specific information for log-on and access procedures using school accounts. No user may deviate from these log-on/access procedures. Students are advised that the Board's network administrators have the capability to identify users and to monitor all privately owned technological devices while they are logged on to the network. Students must understand that the Board has reserved the right to conduct monitoring of Board technology resources and can do so despite the assignment to individual users of passwords for system security. Any password systems implemented by the Board are designed solely to provide system security from unauthorized users, not to provide privacy to the individual system user. The system's security aspects, message delete function and personal passwords can be bypassed for monitoring purposes.

Students

Electronic Devices

Access to Board Technology Resources (continued)

Therefore, students should be aware that they should not have any expectation of personal privacy in the use of privately owned technological devices to access Board technology resources. This provision applies to any and all uses of the Board's technology resources and also any privately owned technological devices that access the same.

Harm to Board Technology Resources

Any act by a student using a privately owned technological device that harms the Board's technology resources or otherwise interferes with or compromises the integrity of Board technology resources will be considered vandalism and will be subject to discipline and/or appropriate criminal or civil action.

(cf. 5114 – Suspension and Expulsion/Due Process)
(cf. 5131 – Conduct)
(cf. 5131.8 – Off School Grounds Misconduct)
(cf. 5131.82 – Restrictions on Publications and Written or Electronic Material)
(cf. 5131.911 – Bullying)
(cf. 5131.913 – Cyberbullying)
(cf. 5144 – Discipline/Punishment)
(cf. 5145.5 – Sexual Harassment)
(cf. 5145.51 – Peer Sexual Harassment)

Legal References: Connecticut General Statutes
10-233j Student possession and use of telecommunications devices
31-48d Employees engaged in electronic monitoring required to give prior notice to employees.
53a-182 Obstructing free passage: Class C misdemeanor.
53a-183 Harassment in the second degree: Class C misdemeanor.
53a-250 Definitions.
Electronic Communication Privacy Act, 28 U.S.C. §§2510 through 2520.
Eisner v. Stamford Board of Education, 440 F. 2d 803 (2nd Cir 1971)
Trachtman v. Anker, 563 F. 2d 512 (2nd Cir. 1977) cert. denied, 435 U.S. 925 (1978)
Hazelwood School District v. Ruhlmeir, 484 U.S. 260, 108 S Ct 562 (1988)
Bethel School District v. Fraser, 478 US 675 (1986)
Tinker v. Des Moines Independent Community Dist., 393 US 503, (1969)

Policy adopted: September 16, 2010
Policy amended: June 21, 2018
Policy revised: October 1, 2024

NEW FAIRFIELD PUBLIC SCHOOLS
New Fairfield, Connecticut

5131.81
Form 1

Bring Your Own Device Student (BYOD) Agreement and Responsible Use Policy
New Fairfield Elementary School

Access to and use of the Internet is a privilege that students must earn by using it in an appropriate manner. All New Fairfield Elementary School students must read and agree to follow the rules listed below, as well as follow the school rules in the Student Code of Responsibility and Respect. As a user of the New Fairfield school district's electronic information resources and computer networks, I accept and agree to abide by the Acceptable Use and Internet Safety Policy of the New Fairfield Board of Education and with the following preconditions of my use:

- I will use electronic information resources only with the permission of a teacher.
- I will use the Internet only for school educational and research purposes.
- I will not make any changes to the computer software system set-up or data or open any software files without permission. I understand that any vandalism will result in disciplinary consequences.
- I will not subscribe to any group on the Internet without a teacher's permission.
- If any site I visit contains inappropriate* words or pictures I will inform a teacher and immediately "back out" of the site.

  **Inappropriate refers to obscene and/or offensive language, graphic sexual materials or illegal materials*
- I will not give out personal information about myself or others when using the Internet.
- At New Fairfield Elementary School, devices are to be kept in the student's locker from entry to exit so that it is not a distraction during the school day.

Student's Signature:_____ Date:_____

Parent's/Guardian's Signature:_____ Date:_____

5131.81
Form 2

Bring Your Own Device Student (BYOD) Agreement and Responsible Use Policy
New Fairfield Middle School
New Fairfield High School

The use of technology to provide educational material is a privilege at school that we wish all students to have beginning in grade six. When abused, privileges will be taken away. When respected, they will benefit the learning environment tremendously.

Students and parents who bring their own device must adhere to the Student Code of Responsibility and Respect as well as all Board policies, particularly the Internet Acceptable Use and Internet Safety. Additionally, students must adhere to the following:

> Devices are to be used for instructional purposes connected to the approved curriculum, not to cheat on assignments or tests, not to plagiarize, not to post information, photos, or videos not authorized by the teacher, and not to make personal phone calls or send text messages during instructional time.

Students acknowledge the following:

- Only the school's Internet should be accessed. Attempts will not be made to bypass the local connection.
- The District's network filters will be applied to one's connection to the Internet and attempts will not be made to bypass them.
- Only authorized data can be accessed. Infecting the network with a virus, Trojan, or program designed to damage, alter, or destroy the network; and hacking, altering, or bypassing security policies are not allowed.
- The District has the right to collect and examine any device that is suspected of causing problems or was the source of an attack or virus infection.
- As we are working to achieve a more paperless environment, printing from personal laptops will not be possible.
- As we do not have enough outlets for all students to charge their devices in classrooms, each student is encouraged to charge his or her own device prior to bringing it to school daily.
- Using a personal device to transmit or share inappropriate content during the school day or outside of the school day that disrupts the school environment will result in the loss of BYOD privileges. Additional consequences may be applied depending upon the circumstances. Transmission of material of a bullying nature or sexual nature will not be tolerated.
- Devices cannot be used during assessments, unless otherwise directed by a teacher.
- Students must immediately comply with teachers' requests to shut down devices or close the screen.

Students acknowledge the following: (continued)

- Devices, particularly cell phones, must be in "Do Not Disturb" mode, or its equivalent, and stored in backpacks, lockers, purse or other personal belonging during instructional time, unless otherwise directed by a teacher. If a child or parent needs to be reached, the office will assist with connecting families.
    - At New Fairfield Middle School, devices are to be kept in the student's locker from entry to exit so that it is not a distraction during the school day.
    - At New Fairfield High School, students are required to put their devices in the classroom in a location designated by the administration for the entire class period. These devices may not be taken out of the holder to go to the bathroom.
- Teachers reserve the right to confiscate devices of students who do not comply with this daily expectation according to the following progression after a warning:
    - 1st offense: Confiscation of device by the teacher and submitted to the main office. Returned to student at the end of the school day by main office staff.
    - 2nd offense (or multiple offenses in different classrooms): Confiscation of device by the teacher and submitted to the main office. Parent notified. Device must be picked up by a parent/guardian in the main office.
    - 3rd offense (or multiple offenses in different classrooms): Loss of BYOD privileges for a period of time to be determined by the administration.
- Refusal to allow for the confiscation of a device or compliance with loss of BYOD/BYOT privileges may result in additional disciplinary action.
- Students are not permitted to transmit or post photographic images/videos of any person on campus on public and/or social networking sites.
- Students should only access files on the computer or Internet sites that are relevant to the classroom curriculum and suggested by a teacher.
- Personal devices may not be used to cheat on assignments or tests, not to plagiarize, or for non-instructional purposes, such as making personal phone call and text/instant messaging, during instructional time.
- Personal devices may not be used to send inappropriate e-messages during the school day or outside of the school day that may disrupt the school environment.

As a student, I understand and will abide by all on this agreement through all of my years at the middle school/high school. I further understand that any violation is unethical and may result in the loss of my device privileges as well as other disciplinary action.

As a parent, I understand that my child will be responsible for abiding by the policy pertaining to this program and its guidelines through all of my child's years at the middle school/high school. I have read and discussed them with him/her and s/he understands the responsibility s/he has in the use of their personal device.

Signature of Student:_____	Signature of Parent:_____
Printed Name:_____	Printed Name:_____
Date:_____	Date:_____

Cell Phone Policy Update

Board of Education Policy Subcommittee
New Fairfield Public Schools
February 25, 2026

NFPS BOE Policy 5131.81

- At **New Fairfield Elementary School**, devices are to be kept in the student's locker from entry to exit so that it is not a distraction during the school day *(all devices - cell phones, smartwatches, etc.)*.

- At **New Fairfield Middle School**, devices are to be kept in the student's locker from entry to exit so that it is not a distraction during the school day *("bell-to-bell")*.

- At **New Fairfield High School**, students are required to put their devices in the classroom in a location designated by the administration for the entire class period. These devices may not be taken out of the holder to go to the bathroom.

New Fairfield Elementary School (PK-5)

- NFES follows the BOE policy as it is written.
  - Only 1 level one offense this year.

- Related focus / action steps:

  - Increasing opportunities for screen-free learning.
  - Promoting social interactions without technology during indoor recess.

New Fairfield Middle School (Grades 6-8)

- NFMS follows the BOE policy as it is written.
- Improved social engagement in the cafeteria
- Fewer incidents of “cyber-drama”
- Fewer distractions, increased engagement
- Increased compliance

1st Offense	
Grade	# of Students
6th	3
7th	7
8th	23

2nd Offense	
Grade	# of Students
6th	0
7th	1
8th	4

3rd Offense	
Grade	# of Students
6th	0
7th	0
8th	1

New Fairfield High School (Grades 9-12)

- Classroom violations greatly reduced from last year
  - **2/17/2025: 369 referrals** (after starting 10/28)
  - **2/17/2026: 87 referrals**
- Students value having some agency over phone use
- Widespread staff support for Chromebook policy change, not for personal device change

2026-2027 Plan

Maintain current practices with some refinement during Study Halls.

- Opportunity to help guide students
- Parents, coaches value being able to communicate prior to 2:05
- Balancing technology changes

Personal Devices at NFHS

BYOD Practices and Recommendations

New Fairfield Public Schools
BOE Policy Subcommittee
February 25, 2026

Priorities

- Reduce classroom distraction from personal devices (laptops)
- Support teachers with predictable, manageable tech
- Enable district-wide software management and updates
- Provide consistent and equitable technology for all students

Plan

- Eliminate BYOD at NFHS for the 2026-2027 school year
- All students will be required use school-issued Chromebooks at school

Key Drivers

1. **Reducing Distraction & Improving Focus**
    - Personal devices (phones/laptops/tablets) can lead to off-task use during class (games, social media, messaging); many schools report struggling with this off-task use under BYOD.
2. **Security & Network Stability**
    - Unmanaged devices can increase security risks (malware, varied system protections) and strain Wi-Fi infrastructure.
3. **Simplified IT & Academic Support**
    - Standard devices allow technology staff to push updates, manage apps, secure accounts, and minimize compatibility issues.
4. **Equity Across All Students**
    - BYOD can unintentionally highlight disparities in device quality, speed, and capabilities between students.

Supported by National Technology Trends

Shift Toward Managed 1:1 Programs

A recent education tech report found most schools with BYOD are transitioning to more structured, standardized device programs (often 1:1) to improve learning outcomes, security, and device manageability. *Installation International*

Professional / Career Skill Development

Moving to a designated device model prepares students for:

- Working within managed digital ecosystems
- Following acceptable use policies
- Operating inside secured networks
- Using cloud-based collaboration platforms (e.g., Google Workspace for Education)

Most modern workplaces expect employees to operate within structured digital systems — ***not*** personalized, unrestricted device environments.

Timeline / Logistics

- Communication to families and students, Spring 2026
- Implementation August 2026 (grades 9-12)
- All students have been issued a district device for the 2026-2027 school year.